



FREEPORT AREA FIRE SERVICE

104 4th Street NW, PO Box 151 • Freeport, MN 56331

Phone: 320-836-2411 • Fax: 320-836-2413

Freeport City Hall Phone: 320-836-2112

February 8, 2017

Dear Local Government Officials,

The annual meeting of the Area Fire Service Association will be held Tuesday, February 28th at 7:30 pm in Freeport City Hall (125 Main Street East). Along with this letter are the following materials for your review:

- 2016 Financial Report (pg 2)
- 2018 Proposed Expenditures (pg 3)
- Building & Equipment Funding Schedule (pg 4)
- Vehicle Funding Schedule (pg 5)
- 2018 Proposed Revenues (pg 6)
- Division of Costs among Townships & Cities (pg 7)
- Call Totals (pg 8-9)

After the meeting, everyone is invited to the fire hall to see the recent remodeling.

Feel free to contact me directly with any questions, or if you want to add something to the agenda (see below for proposed meeting agenda). Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Joan Wall".

Joan Wall, City of Freeport Deputy Treasurer

joan@freeportmn.org

(320) 836-2112

Proposed Meeting Agenda

- I. Call to Order
- II. Roll Call
- III. New Business
 - a. 2016 Financial Report (prelim) & proposed transfer to Bldg & Equip Fund
 - b. 2018 Budget Approval
- IV. Adjourn

February 28, 2017 AFSA Meeting

City of Freeport
AFSA Fund
Statement of Revenues and Expenditures
For the Twelve Months Ended December 31, 2016 (Unaudited)

	Final Budget 2016	Year-to-Date Amount 12/31/16	Year-to-Date % of Budget 12/31/16	Variance With Final Budget
REVENUES:				
State Grants & Aid	12,000	27,071	225.6%	15,071
Public Safety	90,583	96,672	106.7%	6,089
Miscellaneous	4,000	9,494	237.4%	5,494
Total Revenues	106,583	133,237	125.0%	26,654
EXPENDITURES:				
Salaries & Benefits	35,526	33,173	93.4%	(2,353)
Supplies	15,250	18,140	119.0%	2,890
Professional Services	4,400	4,460	101.4%	60
Fire Dept Aid	12,000	19,603	163.4%	7,603
Training	4,600	4,931	107.2%	331
Insurance	11,000	6,682	60.7%	(4,318)
Utilities	5,225	4,142	79.3%	(1,083)
Repairs	3,000	9,187	306.2%	6,187
Miscellaneous	1,350	3,011	223.0%	1,661
Total Expenditures	92,351	103,330	111.9%	10,979
Excess of Revenues Over (Under) Expenditures	14,232	29,907	210.1%	15,675
OTHER SOURCES (USES):				
Transfers In	40,224	40,224	100.0%	0
Transfers Out	(3,500)	(3,500)	100.0%	0
Total Other Sources (Uses)	36,724	36,724	100.0%	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	50,956	66,631	130.8%	15,675

Note: We still have a few final year end adjustments to post and have not yet gone through audit, but I don't expect the bottom line to change much.

Action requested:

A proposal has been suggested to transfer the 2016 budget surplus (approximately \$15,675) to the Building & Equipment Replacement Fund since turnout gear will need to be replaced in the next few years.

Expenditures

02/07/17
14:42:43

CITY OF FREEPORT
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2018

Page: 1 of 1
Report ID: B240B

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	%
		2014	2015	2016	2017	Budget	Exp.	Budget	Changes	Budget	Budget

225 AFSA Fund											
42200 Fire & Rescue											
100	Wages and Salaries	6,756	7,752	6,396		7,000	0%	7,000		7,000	100%
115	Drills	12,138	7,638	11,172		8,000	0%	12,000		12,000	150%
	Every other year there are more drills										
116	Fire Calls	2,370	5,700	7,416		5,000	0%	5,000		5,000	100%
117	Rescue Calls	6,348	5,340	5,832		6,500	0%	6,500		6,500	100%
121	Cities FICA 6.2%	1,712	1,629	1,911		2,046	0%	1,900		1,900	93%
122	Cities Share MED 1.45%	400	381	447		480	0%	450		450	94%
210	Operating Supplies	12,447	9,339	13,006		7,000	0%	8,000		8,000	114%
215	Gas & Oil	1,429	1,142	1,565		2,500	0%	2,500		2,500	100%
220	Repair & Maint. Supplies	3,699	1,213	2,070		3,000	0%	3,000		3,000	100%
240	Clothing Replacement	557	3,552			2,000	0%	2,000		2,000	100%
245	Radio/Pager Repair	350	336	1,499		1,500	0%	1,500		1,500	100%
300	Professional Services		400	670		400	0%	400		400	100%
	FEMA grant writer										
301	Audit	565		3,790		3,600	0%	3,800		3,800	106%
302	Legal Consulting	1,940	3,728			500	0%	500		500	100%
315	Fire Dept Aid 2%	17,793	19,118	19,603		14,183	0%	14,226		14,226	100%
	= to amount budgeted to receive from State (225.33400) + annual relief association contribution										
320	Telephone	892	877	881		875	0%	900		900	103%
330	Training	3,641	2,435	3,000		3,500	0%	3,500		3,500	100%
332	State/Chief Conference		250	600		750	0%	750		750	100%
333	Physicals	545	545	565		600	0%	600		600	100%
335	Mileage & Reimb Exp	10		766		250	0%	750		750	300%
360	Workers Comp Insurance	3,436	3,823	3,650		5,000	0%	5,000		5,000	100%
361	Liability Insurance	3,110	3,441	3,032		6,000	0%	6,000		6,000	100%
381	Electric	2,063	1,823	1,632		2,250	0%	2,250		2,250	100%
382	Heating Gas	1,545	891	982		1,750	0%	1,750		1,750	100%
383	Garbage	345	339	647		350	0%	350		350	100%
401	Truck Repairs	1,909	5,518	9,187		5,000	0%	5,000		5,000	100%
430	Miscellaneous	302	82	2,733		500	0%	500		500	100%
433	Dues	40	270	278	395	350	113%	350		350	100%
580	Other Equipment		591			0	0%			0	0%
700	Transfers	-30,526	3,500	3,500		3,500	0%	3,500		3,500	100%
	2014 includes a \$34,026 end of year auditor credit that should have been posted to the Fire Contract revenue account 225.34202. Actual transfer amount was \$3,500.										
	Account:	55,816	91,653	106,830	395	94,384	0%	99,976	0	99,976	106%
	Fund:	55,816	91,653	106,830	395	94,384	0%	99,976	0	99,976	106%
											%
	Grand Total:	55,816	91,653	106,830	395	94,384		99,976	0	99,976	

Building and Equipment Replacement.....	1,230.....	1,267
Vehicle Replacement.....	50,259.....	50,762
Total Expenses + Replacement Funds.....	\$145,873.....	\$152,005

Building & Equipment Replacement Fund Contribution Schedule

Year	Bal 01/01/xx	Contribution Amount	Interest Income	Donations	Purchases	Bal 12/31/xx	Budget Increase	Interest Rate
2015	\$3,444	\$1,159	\$17		\$0	\$4,620	3%	0.5%
2016	\$4,620	\$1,194	\$26		\$0	\$5,841	3%	0.5%
2017	\$5,841	\$1,230	\$55		\$0	\$7,125	3%	0.85%
2018	\$7,125	\$1,267	\$66		\$0	\$8,458	3%	0.85%
2019	\$8,458	\$1,305	\$91		\$0	\$9,854	3%	1.0%
2020	\$9,854	\$1,344	\$105		\$0	\$11,303	3%	1.0%
2021	\$11,303	\$1,384	\$180		\$0	\$12,867	3%	1.5%
2022	\$12,867	\$1,426	\$204		\$0	\$14,497	3%	1.5%
2023	\$14,497	\$1,469	\$228		\$0	\$16,194	3%	1.5%
2024	\$16,194	\$1,513	\$254		\$0	\$17,961	3%	1.5%
2025	\$17,961	\$1,558	\$281		\$0	\$19,800	3%	1.5%
2026	\$19,800	\$1,605	\$309		\$0	\$21,713	3%	1.5%

Vehicle Replacement Fund Contribution Schedule

Vehicle	Replacement Estimate	Year	Bal 01/01/xx	Contribution Amount	Interest Income	Donations	Purchases	Bal 12/31/xx	Budget Increase	Interest Rate	Life			
pumper	\$425,000	2015	\$233,394	\$49,269	\$1,984		\$0	\$284,647	20%	0.85%	20			
		2016	\$284,647	\$49,762	\$2,639		\$0	\$337,048	1%	0.85%				
		2017	\$337,048	\$50,259	\$1,272		(\$425,000)	(\$36,421)	1%	0.85%				
		2018	(\$36,421)	\$50,762	(\$94)		\$0	\$14,247	1%	0.85%				
		2019	\$14,247	\$51,270	\$399		\$0	\$65,916	1%	1.0%				
		2020	\$65,916	\$51,782	\$918		\$0	\$118,616	1%	1.0%				
rescue	\$75,000	2021	\$118,616	\$52,300	\$2,171		\$0	\$173,087	1%	1.5%	15			
		2022	\$173,087	\$52,823	\$2,430		(\$75,000)	\$153,340	1%	1.5%				
		2023	\$153,340	\$53,351	\$2,700		\$0	\$209,392	1%	1.5%				
		2024	\$209,392	\$53,885	\$3,545		\$0	\$266,822	1%	1.5%				
		2025	\$266,822	\$54,424	\$4,411		\$0	\$325,656	1%	1.5%				
		2026	\$325,656	\$54,968	\$3,797		(\$200,000)	\$184,421	1%	1.5%				
tanker 1	\$200,000	2027	\$184,421	\$54,968	\$3,179		\$0	\$242,567	0%	1.5%	20			
brush	\$60,000	2028	\$242,567	\$54,968	\$3,601		(\$60,000)	\$241,136	0%	1.5%	25			
		2029	\$241,136	\$54,968	\$4,029		\$0	\$300,133	0%	1.5%				
		2030	\$300,133	\$54,968	\$4,914		\$0	\$360,015	0%	1.5%				
		2031	\$360,015	\$54,968	\$5,812		\$0	\$420,796	0%	1.5%				
		2032	\$420,796	\$54,968	\$6,724		\$0	\$482,488	0%	1.5%				
		2033	\$482,488	\$54,968	\$7,650		\$0	\$545,105	0%	1.5%				
		2034	\$545,105	\$54,968	\$8,589		\$0	\$608,662	0%	1.5%				
		2035	\$608,662	\$54,968	\$9,542		\$0	\$673,172	0%	1.5%				
		tanker 2	\$220,000	2036	\$673,172	\$54,968	\$8,860		(\$220,000)	\$516,999		0%	1.5%	20
		rescue	\$100,000	2037	\$516,999	\$54,968	\$7,417		(\$100,000)	\$479,385		0%	1.5%	15
		pumper	\$600,000	2038	\$479,385	\$54,968	\$3,103		(\$600,000)	(\$62,545)		0%	1.5%	20
				2039	(\$62,545)	\$54,968	(\$526)		\$0	(\$8,103)		0%	1.5%	
2040	(\$8,103)			\$54,968	\$388		\$0	\$47,253	0%	2.0%				
2041	\$47,253			\$54,968	\$1,495		\$0	\$103,715	0%	2.0%				
2042	\$103,715			\$55,518	\$2,629		\$0	\$161,863	1%	2.0%				
2043	\$161,863			\$56,073	\$3,798		\$0	\$221,733	1%	2.0%				
2044	\$221,733			\$56,633	\$5,001		\$0	\$283,368	1%	2.0%				
2045	\$283,368			\$57,200	\$6,239		\$0	\$346,807	1%	2.0%				
tanker 1	\$265,000			2046	\$346,807	\$57,772	\$4,864		(\$265,000)	\$144,442	1%	2.0%	20	
2047	\$144,442			\$58,349	\$3,472		\$0	\$206,264	1%	2.0%				
2048	\$206,264	\$58,933	\$4,715		\$0	\$269,912	1%	2.0%						
2049	\$269,912	\$59,522	\$5,993		\$0	\$335,428	1%	2.0%						
2050	\$335,428	\$60,118	\$7,310		\$0	\$402,855	1%	2.0%						
2051	\$402,855	\$60,719	\$8,664		\$0	\$472,238	1%	2.0%						
rescue	\$130,000	2052	\$472,238	\$61,326	\$8,758		(\$130,000)	\$412,322	1%	2.0%	15			
brush	\$85,000	2053	\$412,322	\$61,939	\$8,016		(\$85,000)	\$397,277	1%	2.0%	25			
		2054	\$397,277	\$62,559	\$8,571		\$0	\$468,407	1%	2.0%				
		2055	\$468,407	\$63,184	\$10,000		\$0	\$541,591	1%	2.0%				
tanker 2	\$275,000	2056	\$541,591	\$63,816	\$8,720		(\$275,000)	\$339,127	1%	2.0%	20			
		2057	\$339,127	\$64,454	\$7,427		\$0	\$411,008	1%	2.0%				
pumper	\$800,000	2058	\$411,008	\$65,099	\$871		(\$800,000)	(\$323,022)	1%	2.0%	20			
		2059	(\$323,022)	\$65,750	(\$5,803)		\$0	(\$263,076)	1%	2.0%				
		2060	(\$263,076)	\$66,407	(\$4,597)		\$0	(\$201,266)	1%	2.0%				
		2061	(\$201,266)	\$67,071	(\$3,355)		\$0	(\$137,549)	1%	2.0%				
		2062	(\$137,549)	\$67,742	(\$2,074)		\$0	(\$71,881)	1%	2.0%				
		2063	(\$71,881)	\$68,419	(\$753)		\$0	(\$4,215)	1%	2.0%				
		2064	(\$4,215)	\$69,104	\$607		\$0	\$65,495	1%	2.0%				
		2065	\$65,495	\$69,795	\$2,008		\$0	\$137,298	1%	2.0%				
tanker 1	\$370,000	2066	\$137,298	\$70,493	(\$249)		(\$370,000)	(\$162,459)	1%	2.0%	15			
rescue	\$170,000	2067	(\$162,459)	\$71,197	(\$4,237)		(\$170,000)	(\$265,498)	1%	2.0%				

Revenues

02/07/17
15:15:22

CITY OF FREEPORT
Revenue Budget Report -- Multi Year Actuals
For the Year: 2018

Page: 1 of 1
Report ID: B250

225 AFSA Fund

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	2014	2015	2016	2017	Budget	Rec.	Budget	Change	Budget	Budget
33400 State Grants & Aid/PERA										
33400 State Grants & Aid/PERA	15,736	17,020	19,863		12,000	0%	12,000		12,000	100%
All funds received are paid back out to the relief association - see 225.42200.315										
33420 Fire Dept Aid			7,208		0	0%	4,000		4,000	*****%
Training & education reimbursements										
Group:	15,736	17,020	27,071		12,000	0%	16,000	0	16,000	133%
34200 Public Safety										
34202 Fire Contract	70,841	89,700	85,084		84,449	0%	85,048		85,048	100%
2014 should have included \$34,206 incorrectly coded to 225.42200.700 Transfers; actual fire contract revenue was \$104,867. Our auditors now require that the City of Freeport's portion is recorded as a revenue transfer instead of on this line. See also 225.39400.										
34203 Fire Revenues	1,700	2,880	3,233	1,305	250	522%	500		500	200%
34205 Rescue Revenues	-2,982	11,650	8,355	885	5,250	17%	5,250		5,250	100%
Group:	69,559	104,230	96,672	2,190	89,949	2%	90,798	0	90,798	100%
36200 Miscellaneous Revenues										
36200 Miscellaneous Revenues	1,890	3,275			1,000	0%	1,000		1,000	100%
36210 Interest Earnings	2,206	2,640	2,778		0	0%	1,000		1,000	*****%
Majority of cash will be used to purchase fire truck in 2017, therefore interest will be less in 2018										
36230 Donations - Private	6,130	3,200	6,717	325	3,000	11%	3,000		3,000	100%
Group:	10,226	9,115	9,495	325	4,000	8%	5,000	0	5,000	125%
39400 Transfer from General										
39400 Transfer from General		42,225	40,224		39,924	0%	40,207		40,207	100%
Our auditors now require that the City of Freeport's portion is recorded as a revenue transfer instead of on the Fire Contract line. See also 225.34202.										
Group:		42,225	40,224		39,924	0%	40,207	0	40,207	100%
Fund:	95,521	172,590	173,462	2,515	145,873	2%	152,005	0	152,005	104%
Grand Total:	95,521	172,590	173,462	2,515	145,873		152,005	0	152,005	

Revenues = Expenditures + Replacement Fund Contributions

Freeport Area Fire Service Association
Division of Costs

Township/City	%*	Actuals						Proposed
		2012	2013	2014	2015	2016	2017	2018
City, Freeport	32.1%	\$29,211	\$30,495	\$34,206	\$42,405	\$40,224	\$39,924	\$40,207
City, St. Anthony	1.4%	\$1,274	\$1,330	\$1,554	\$1,849	\$1,754	\$1,741	\$1,754
City, St. Rosa	2.5%	\$2,275	\$2,375	\$2,775	\$3,303	\$3,133	\$3,109	\$3,131
Township, Albany	1.6%	\$1,456	\$1,520	\$1,952	\$2,114	\$2,005	\$1,990	\$2,004
Township, Krain	6.4%	\$5,824	\$6,080	\$7,104	\$8,455	\$8,020	\$7,960	\$8,016
Township, Millwood	39.0%	\$35,490	\$37,050	\$47,580	\$51,520	\$48,870	\$48,505	\$48,849
Township, Oak	17.0%	\$15,470	\$16,150	\$20,740	\$22,458	\$21,302	\$21,143	\$21,293
Total		\$91,000	\$95,000	\$115,911	\$132,103	\$125,307	\$124,373	\$125,255

<1% Increase

**From July 25, 2007 Service Agreement*

2015 Call Totals

<u>Rescue:</u>	<u>Medical</u>	<u>Accidents</u>	<u>Cancelled or False Alarms</u>	
City of Freeport	15		1	
Millwood Township	3	1		
Oak Township	8	1		
Krain Township	2			
Albany Township				
St. Rosa	1			
St. Anthony				
I-94		8	1	
Total	29	10	2	41

<u>Fire:</u>	<u>Structure</u>	<u>Car</u>	<u>Cancelled or False Alarms</u>	<u>Grass</u>	<u>Weather Spotting</u>	
City of Freeport	1		1	1	1	
Millwood Township	2		2	2		
Oak Township	5		3			
Krain Township	1	1				
Albany Township						
St. Rosa						
St. Anthony						
I-94			1	1		
Total	9	1	7	4	1	22

<u>Mutual Aid:</u>	<u>Medical</u>	<u>Fire</u>	<u>Cancelled or False Alarms</u>	
Albany				
Melrose				
New Munich				
St. Martin				
Total	0	0	0	0

YEAR TOTAL CALLS = 63

2016 Call Totals

<u>Rescue:</u>	<u>Medical</u>	<u>Accidents</u>	<u>Cancelled or False Alarms</u>	
City of Freeport	9		3	
Millwood Township	9	5		
Oak Township	8			
Krain Township	4	1		
Albany Township	1			
St. Rosa	1			
St. Anthony	1			
I-94	2	6	2	
Total	35	12	5	52

<u>Fire:</u>	<u>Structure</u>	<u>Car</u>	<u>Cancelled or False Alarms</u>	<u>Grass</u>	<u>Weather/Gas Alarms</u>	
City of Freeport					3	
Millwood Township	2		1			
Oak Township						
Krain Township						
Albany Township						
St. Rosa					1	
St. Anthony						
I-94			2	1	1	
Total	2	0	3	1	5	11

<u>Mutual Aid:</u>	<u>Medical</u>	<u>Fire</u>	<u>Cancelled or False Alarms</u>	
Albany		4		
Melrose		3		
New Munich				
St. Martin				
Total	0	7	0	7

YEAR TOTAL CALLS = 70